

Minutes from December 19, 2024 Noon Council Meeting

1. Present: Andrea, Gary, Deena, Beth (left early), Kate (left early), Sylvia (came late), and Tim Crouch
2. Treasurer – Update
 - a. Review of Treasurer’s Report – attached (\$434 paid last month beyond income; paying the Crouch Group for marketing/website)
 - b. Assessments for 2024 – all received
 - c. Assessments for 2025 – TBD
3. Website
 - a. Crouch Group Update – see attached Notes from Zoom with Tim re: Website
 1. Tim showed updated Google analytics statistics on visits to the website (substantial increase, but included members visiting website to complete updated contact forms)
 2. Tim updates security on the site every Monday
 3. Image optimization (Logo can’t be optimized as an SVG file type); Tim could embed the logo so it can be on each member’s site
 4. 19 Backlinks (links from another site that points to our site; favorable to Google rating); **each member should link their firm site to the Council site (maybe to their member profile)**; there need to be more links to and from the website; practice group links need to be updated.
 5. Membership
 - has been updated; Eric will try to create a list of members who updated their profiles so those who didn’t can be reminded to do so.
 - Directory info needs to be updated, and search functionality improved
 - Remove any people who are no longer members – see attached Excel
 - Update information for current members – <https://collaboratenj.org/membership-information-form/>
 - Andrea to coordinate with Charlie to make sure he has access to the group Facebook page
4. Blogs - Tim’s people will reach out to the list of annual event attendees who agreed to write blogs to coordinate same
5. Videos - We discussed/approved videos taken by Charlie at the annual event will be added to the website.
6. Divorce with Respect Week 2025 – Approved
 - a. CPCAL - \$200 registration fee (this is new this year, to help defray their admin costs); Tim will have Christine send Andrea an updated link to CPCAL

- b. Crouch Group - \$750 fee (same as last year, for all of NJ Council and practice groups)
7. 2025 Council Annual Event
 - a. June 5, 2025 at Forsgate Country Club
 - b. 2024 Event CLEs still pending
 - c. Committee needs to start meeting and lining up speakers; Andrea, Julie and Sylvia to coordinate a January date
 8. Virtual Administrative Assistant (Mark) – Julie (on vacation) will follow up with Mark
 9. Basic and Advanced Collaborative Training
 - a. TBD
 - b. Inquiries have come in
 - c. Last training was 2023; 2025 should be the next training; probably in November
 - d. Need an education team/committee (Kate or Ira maybe?)
 - e. Need to determine a venue (office; New Jersey State Bar w/ICLE as last time?)
 - f. Andrea e-mailed Annamaria to follow up
 10. General Collaborative Brown Bags
 - a. 2nd Monday of the month – link did not work on 10/14 (as it was Melissa’s and she was using it)
 - b. Stacey working on getting a Zoom account for Council
 - c. Collaborative Case Studies?
 11. E-mail -
 - a. We now have an e-mail address set up by Stacey
 - b. Who is to monitor (should be more than one person)
 12. Mail Chimp – set up by Stacey
 13. Professional Quarterly Brown Bags
 - a. Financial Professionals (Stacey to chair?)
 - b. Mental Health Professionals (Julie to chair)
 14. Ad Hoc Practice Group – for individuals who want to be a part of Council but are not part of a practice group; to be addressed in 2025
 15. In-Person Get-Together? In January? Maybe around the New Jersey State Bar Association Annual Family Law Symposium when some members already may be in New Brunswick; Andrea will circulate some possible dates
 16. Newsletter via Mail Chimp (who is familiar with it? Melissa is; Sylvia to touch base with her to see her availability or to teach someone else how to use it)